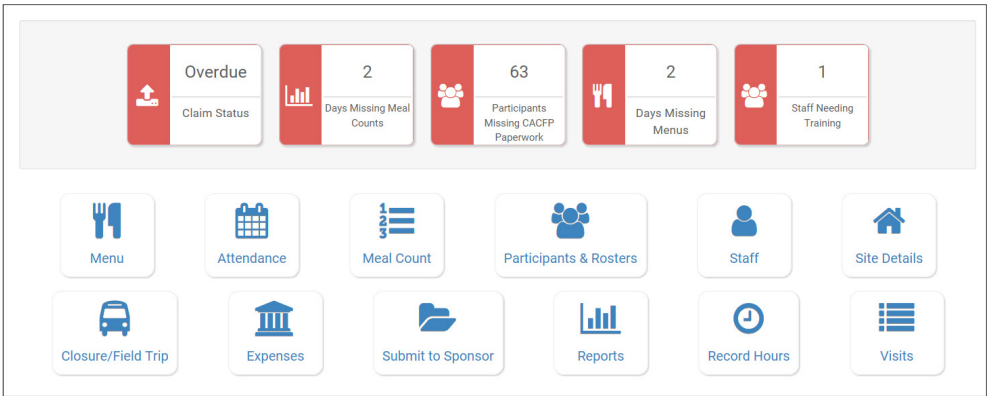


Site-level users can be assigned one of three roles:

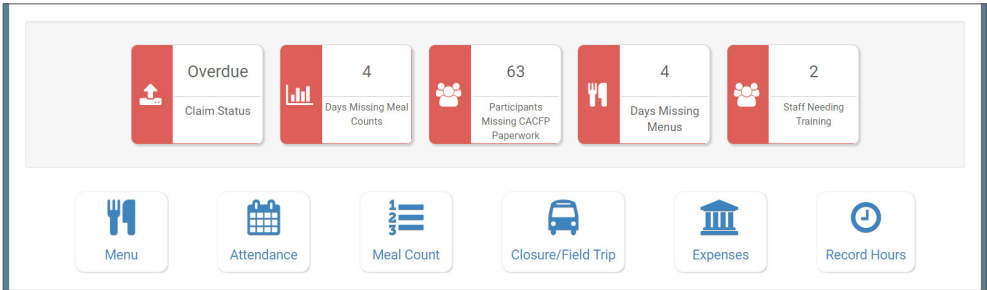
- Site Manager/Director
- Staff
- Kitchen Staff

The dashboard for a Site Manager/Director looks like this:

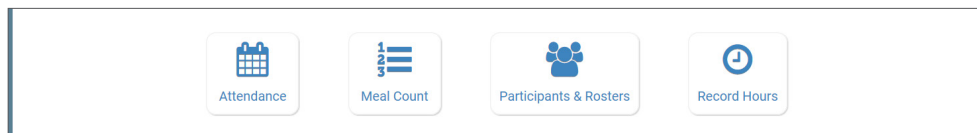


Site Manager/Directors have full access to all features.

The dashboard for a Kitchen Staff looks like this:



The dashboard for a Staff looks like this:



Refer to the permissions matrix for a detailed list of the functionality for each user type.

Site-level users can be set to either Active or Inactive status.

To change the status of a site-level user:

- Click on “Staff” on the main dashboard.
- Click on the name of the staff member..
- Under Status, select either Active or Inactive.
- Click “Save”.
- **Note:** if a staff member is set to Inactive, they will receive the following message when trying to login: “Invalid username and/or password.”

